

# MONTANA CHEMICAL DEPENDENCY CENTER POLICY AND PROCEDURE MANUAL

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<b>Policy Subject: Electrical and Water Outage</b>	
<b>Policy Number: STP 14</b>	<b>Standards/Statutes: ARM 37.27.121</b>
<b>Effective Date: 01/01/02</b>	<b>Page 1 of 2</b>

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**PURPOSE:** To coordinate activities within the facility in the event of an electrical or water outage.

**POLICY:** To provide staff and clients with a safe and coordinated plan when responding to an emergency.

## **PROCEDURE:**

### **I. ELECTRICAL OUTAGE**

- A. If loss of power occurs generator will come on automatically. Contact Maintenance Engineer by following Engineer Call List.
- B. If power outage will last for more than 24 hours, Program Director will make determination of transferring clients to another site.
- C. Flashlights and extension cords are stored in white plastic buckets located behind nurse station of each floor.

### **II. WATER OUTAGE; if loss of water occurs**

- 1. Director or designate will call Dietary Supervisor requesting water assistance during kitchen hours. Off hours, Dietary Supervisor will be called at home (563-8017). If Dietary Supervisor cannot be reached, the director or designee will call Clover Leaf Dairy (442-0080).

### **III. BUILDING STRUCTURAL DAMAGE**

- A. Suspected DAMAGE: Call maintenance engineer and safety officer to determine extent of damage: roof cave-in, broken water pipes, etc.

B. If the engineer and safety officer determines that damage is a safety threat he will inform the Director or the Director's designate for further action.

**Decision**

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